

Office of the Village Clerk
Village of Key Biscayne
88 West McIntyre Street, Suite 220
Key Biscayne, Florida 33149
Telephone: (305) 365-5506

LOBBYIST REGISTRATION (Village Code Section 2-161)

I. Lobbyist Information

Lobbyist Name: _____
Last First MI

Title _____

Mailing Address: _____

City State Zip Code

Business Phone: _____ Fax No.: _____

E-mail: _____

II. Principal Information

Name, address and phone number of your Principal: (i.e., person, business entity, corporation or association whose interest you represent or by whom you are employed.)

Name: _____

Mailing Address: _____

City State Zip Code

Phone Number: _____

Identify in an attachment, any other persons holding directly or indirectly a 5% or more ownership interest in the Principal.

III. Authorization of Principal

Prior to lobbying, provide to Village a letter from your Principal stating that the Lobbyist is authorized to represent the Principal.

Check applicable: ☐ Letter is attached.

☐ Lobbyist will file letter prior to lobbying.

IV. Fees Payable by Lobbyist

- (a) Annual Fee of \$200.00 per Lobbyist. This fee is payable as of January 15th of each year.
- (b) One-time fee (not annual) of \$100.00 for each Principal represented by Lobbyist. The fee is payable upon filing of Lobbyist registration for each Principal represented by Lobbyist in Village matters.

V. Miscellaneous Requirements

- (a) Pursuant to Section 2-11.1 (q) of the Miami-Dade County Code, have you served on the Village Council or been an employee of the Village in the last two years? Check applicable: Yes____ No _____. If yes, state the position or office which you held in the space provided below, since you may be barred from lobbying the Village for a period of up to two years from the time you left your former office or position.

- (b) Pursuant to Section 2-11.1 (s) of the Miami-Dade County Code, as adopted by Village Code Sec. 2-161, a Lobbyist shall state the extent of any business or professional relationship which the registrant has with any member(s) of the Village Council. (Please state below.)

- (c) Pursuant to Section 2-11.1 (s) of the Miami-Dade County Code, as adopted by Village Code Sec. 2-161, any person who registers as a Lobbyist shall file an expenditure report listing all expenditures, by category, by principal and in excess of \$25.00. A statement shall be filed even if there have been no expenditures during the reporting period (i.e. for the preceding calendar year). The expenditure report is due each July 1st at the office of the Village Clerk.

OATH

"I DO SOLEMNLY SWEAR OR AFFIRM THAT ALL OF THE FOREGOING FACTS ARE TRUE AND CORRECT AND I HAVE READ OR AM FAMILIAR WITH PROVISIONS CONTAINED IN SECTION 2-11.1(S) OF THE MIAMI-DADE COUNTY CONFLICT OF INTEREST AND CODE OF ETHICS ORDINANCE, INCLUDING WITHDRAWAL AND REPORTING REQUIREMENTS, AS ADOPTED BY VILLAGE CODE SECTION 2-161."

Signature of Lobbyist:_____ **Date:** _____

State of _____, County of _____

Sworn to and subscribed before me by the above described Lobbyist
on this _____ day of _____, 20____.

Notary Public: _____

My Commission Expires: _____

Registration accepted this _____ day of _____, 20____.

Fee paid: \$ _____ Cash _____ Check _____ Check No. _____

Village Clerk

Should you have any additional questions regarding the registration and reporting requirements which are applicable to you, you may call the Miami-Dade County Commission on Ethics and Public Trust at (305) 579-2594. Questions concerning fee information should be directed to the Village Clerk.